

State of Alaska FY2006 Governor's Operating Budget

**Department of Administration
Alaska Public Offices Commission
RDU/Component Budget Summary**

RDU/Component: Alaska Public Offices Commission*(There is only one component in this RDU. To reduce duplicate information, we did not print a separate RDU section.)***Contribution to Department's Mission**

To encourage the public's confidence in their elected and appointed officials by administering Alaska's disclosure statutes and publishing financial information regarding the activities of election campaigns, public officials, and lobbyists.

Core Services

- Publish disclosure information required by law in an easily accessible format so that Alaskans can make informed decisions.
- Provide reporting forms and manuals for candidates, and political groups/parties; lobbyists and employers of lobbyists; public officials subject to AS 39.50; and legislative officials subject to AS 24.60.200.
- Provide training seminars for persons subject to the disclosure laws.
- Audit reports and assess civil penalties for reports that are incomplete or late.
- Investigate complaints regarding the unlawful financial activities of candidates or groups, inaccurate financial disclosure by public/legislative officials, and failure to register and inaccurate reporting by lobbyists and employer of lobbyists.
- Issue informal and formal, binding advice regarding compliance with Alaska's disclosure laws.

End Results	Strategies to Achieve Results
A: Informed Voters <u>Target #1:</u> Campaign finance information published no later than five days of election day. <u>Measure #1:</u> Percentage of campaign disclosure reports published within five days of election day.	A1: Improve timely publishing of campaign disclosure reports. <u>Target #1:</u> 50% increase of electronic campaign disclosure reports filing for the 2004 state elections. <u>Measure #1:</u> Percentage increase of campaign disclosure statements submitted in electronic format.
End Results	Strategies to Achieve Results
B: Accountable election campaigns. <u>Target #1:</u> Reduce missing, late, and incomplete reports; reduce other violations of the campaign disclosure law. <u>Measure #1:</u> Percent of change in the number of reports submitted timely and complete.	B1: Improve timely auditing of reports. <u>Target #1:</u> Audit all campaign disclosure reports. <u>Measure #1:</u> Percent of campaign disclosure reports audited. B2: Timely resolution of adjudication complaints. <u>Target #1:</u> Complaints reach their final dispensation within 60 days; unless expedited. <u>Measure #1:</u> Percent of complaints adjudicated within 60 days.
End Results	Strategies to Achieve Results
C: Increased public awareness of how lobbying activities impact the political process. <u>Target #1:</u> 100% compliance with the lobbying registration	C1: Timely publishing of lobbying activity reports. <u>Target #1:</u> Publish lobbyist directory within ten days of the beginning of each legislative session.

and reporting requirements. <u>Measure #1:</u> Percent of registrations and reports in compliance.	<u>Measure #1:</u> Date on which first directory is published. <u>Target #2:</u> Audit all lobbyist and employer of lobbyist reports. <u>Measure #2:</u> Percent of reports audited.
End Results	Strategies to Achieve Results
D: Accountable elected and appointed public officials. <u>Target #1:</u> Audit all state financial disclosure reports. <u>Measure #1:</u> Percent of reports filed both timely and complete.	D1: Improve timely review of financial disclosure reports. <u>Target #1:</u> Reduce late or incomplete financial disclosure reports. <u>Measure #1:</u> Percent of public official and legislative financial disclosure reports filed on time and complete.

FY2006 Resources Allocated to Achieve Results

FY2006 Component Budget: \$674,100

Personnel:

Full time	8
Part time	1
Total	9

Performance Measure Detail

A: Result - Informed Voters

Target #1: Campaign finance information published no later than five days of election day.

Measure #1: Percentage of campaign disclosure reports published within five days of election day.

Analysis of results and challenges: .

07/01/04-09/30/04: 30%, the low percentage was due to non-electronic filings which require manual processing.

A1: Strategy - Improve timely publishing of campaign disclosure reports.

Target #1: 50% increase of electronic campaign disclosure reports filing for the 2004 state elections.

Measure #1: Percentage increase of campaign disclosure statements submitted in electronic format.

Analysis of results and challenges: .

07/01/04-09/30/04: 30% increase in electronic filing.

B: Result - Accountable election campaigns.

Target #1: Reduce missing, late, and incomplete reports; reduce other violations of the campaign disclosure law.

Measure #1: Percent of change in the number of reports submitted timely and complete.

Analysis of results and challenges: .

07/01/04-09/30/04: This measurement will occur in January 2005, after the 2004 general election.

B1: Strategy - Improve timely auditing of reports.

Target #1: Audit all campaign disclosure reports.

Measure #1: Percent of campaign disclosure reports audited.

Analysis of results and challenges: .

07/01/04-09/30/04: .5% of campaign disclosure reports were audited.

B2: Strategy - Timely resolution of adjudication complaints.

Target #1: Complaints reach their final dispensation within 60 days; unless expedited.

Measure #1: Percent of complaints adjudicated within 60 days.

Analysis of results and challenges: .

07/01/04-09/30/04: 100%, five complaints received and adjudicated within 60 days.

C: Result - Increased public awareness of how lobbying activities impact the political process.

Target #1: 100% compliance with the lobbying registration and reporting requirements.

Measure #1: Percent of registrations and reports in compliance.

Analysis of results and challenges: .

07/01/04-09/30/04: 98% of lobbyist and employer of lobbyist reports are compliant.

C1: Strategy - Timely publishing of lobbying activity reports.

Target #1: Publish lobbyist directory within ten days of the beginning of each legislative session.

Measure #1: Date on which first directory is published.

Analysis of results and challenges: .

07/01/04-09/30/04: January 22, 2004.

Target #2: Audit all lobbyist and employer of lobbyist reports.

Measure #2: Percent of reports audited.

Analysis of results and challenges: .

07/01/04-09/30/04: 100% (428 reports).

D: Result - Accountable elected and appointed public officials.

Target #1: Audit all state financial disclosure reports.

Measure #1: Percent of reports filed both timely and complete.

Analysis of results and challenges: .

07/01/04-09/30/04: 100% of 2004 state financial disclosure reports filed on time, 65% of the reports were complete.

D1: Strategy - Improve timely review of financial disclosure reports.

Target #1: Reduce late or incomplete financial disclosure reports.

Measure #1: Percent of public official and legislative financial disclosure reports filed on time and complete.

Analysis of results and challenges: .

07/01/04-09/30/04: 99% are filed timely and of those, 50% are complete.

Key Component Challenges

- The most significant challenge APOC faces in FY2006 is coping with the high volume of disclosure reports.

Campaigns for the 2006 elections (a gubernatorial election year for Alaska) will begin in May 2005.

- The commission has promulgated new regulations to conform to changes in Alaska Statutes 15.13, 24.45, 24.60200, and 39.50. These regulations have been adopted and are currently under review by the Department of Law. Once the Department of Law has concluded its review and the regulations are signed by the lieutenant governor, APOC will need to notify those subject to the disclosure laws of the changes and conduct training seminars if funding permits.

Significant Changes in Results to be Delivered in FY2006

- APOC received capital funding for an electronic reporting project that will revolutionize the way APOC conducts its business. When completed, electronic filing will be available for all four laws administered by the Commission.

Major Component Accomplishments in 2004

- Five complaints were filed during the 2004 election cycle; all of them reached their final dispensation prior to election days. It should be noted that the new statutory time requirements for complaint actions have a significant impact on the volunteers serving on the Commission. They must now have more frequent meetings and may be required to meet with only 24 hours notice.
- Conducted multiple training seminars to assist the 400 candidates and 200 groups active in the state and municipal elections.
- Answered thousands of questions about the disclosure laws and issued two formal advisory opinions.
- Audited thousands of reports filed by candidates, political groups, legislators, public officials, lobbyists and their employers.
- Collected \$30,000 in civil penalty assessments arising from late or incomplete reports or complaint issues.
- Generated \$95,500 in lobbyist registration fees and photocopying receipts.

Statutory and Regulatory Authority

AS 15.13 Campaign Disclosure Law

2 AAC 50.250-405 Administrative Regulations for Campaign Disclosure

- Requires candidates and groups to make public all contribution and expenditure activity; all contributors must be listed by name, and address; contributors who give more than \$250 must be listed by further described by their occupation and employer. The law limits contributions, prescribes campaign periods, and prohibits certain activities.

AS 24.50 Regulation of Lobbying Law

2 AAC 59.505–545 Administrative Regulations for Lobbying

- Requires individuals who receive compensation for attempting to influence the actions of state legislative or executive officials to register and file reports disclosing their compensation and expenditures in connection with lobbying. Those who pay individuals to attempt to influence officials' action must also disclose all expenditures connected with lobbying activities. The law limits lobbyists' gifting activities, and prohibits lobbyist from participating in some state election campaign activities.

AS 24.60.200-260 Legislative Financial Disclosure Law

2 AAC 50.705-890 Administrative Regulations for Legislative Financial Disclosure Law

- Requires legislators and legislative directors to make public their sources of income and indebtedness, thereby assuring the public that their decision making is free from the influence of undisclosed influences.

AS 39.50 Public Official Financial Disclosure Law

2 ACC 50.010-200 Administrative Regulations for Public Official Financial Disclosure Law

- Requires state and municipal officials to make public their sources of income and indebtedness thereby assuring the public that their decision making is free from the influence of undisclosed influences.

2 AAC 50.905-920 Administrative Regulations Implementing Advisory Opinions

2 AAC 50.450-470 Administrative Regulation Implementing Complaints & Investigations

Article II, Sec 12

Alaska State Constitution-Lobbying

Contact Information
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Alaska Public Offices Commission Component Financial Summary

All dollars shown in thousands

	FY2004 Actuals	FY2005 Management Plan	FY2006 Governor
Non-Formula Program:			
Component Expenditures:			
71000 Personal Services	534.9	561.2	569.1
72000 Travel	11.9	10.9	10.9
73000 Services	80.6	84.7	85.4
74000 Commodities	14.1	8.7	8.7
75000 Capital Outlay	0.0	0.0	0.0
77000 Grants, Benefits	0.0	0.0	0.0
78000 Miscellaneous	0.0	0.0	0.0
Expenditure Totals	641.5	665.5	674.1
Funding Sources:			
1004 General Fund Receipts	380.4	620.6	629.2
1005 General Fund/Program Receipts	0.0	44.9	44.9
1007 Inter-Agency Receipts	261.1	0.0	0.0
Funding Totals	641.5	665.5	674.1

Estimated Revenue Collections

Description	Master Revenue Account	FY2004 Actuals	FY2005 Management Plan	FY2006 Governor
Unrestricted Revenues				
None.		0.0	0.0	0.0
Unrestricted Total		0.0	0.0	0.0
Restricted Revenues				
Interagency Receipts	51015	261.1	0.0	0.0
General Fund Program Receipts	51060	0.0	44.9	44.9
Restricted Total		261.1	44.9	44.9
Total Estimated Revenues		261.1	44.9	44.9

**Summary of Component Budget Changes
From FY2005 Management Plan to FY2006 Governor**

All dollars shown in thousands

	<u>General Funds</u>	<u>Federal Funds</u>	<u>Other Funds</u>	<u>Total Funds</u>
FY2005 Management Plan	665.5	0.0	0.0	665.5
Adjustments which will continue current level of service:				
-FY06 Cost Increases for Bargaining Units and Non-Covered Employees	7.9	0.0	0.0	7.9
Proposed budget increases:				
-Benefit and Wage Cost Increases	0.7	0.0	0.0	0.7
FY2006 Governor	674.1	0.0	0.0	674.1

**Alaska Public Offices Commission
Personal Services Information**

Authorized Positions			Personal Services Costs	
	<u>FY2005</u> <u>Management</u> <u>Plan</u>	<u>FY2006</u> <u>Governor</u>		
Full-time	8	8	Annual Salaries	408,758
Part-time	1	1	Premium Pay	0
Nonpermanent	1	1	Annual Benefits	216,024
			<i>Less 5.81% Vacancy Factor</i>	<i>(36,282)</i>
			Lump Sum Premium Pay	0
Totals	10	10	Total Personal Services	588,500

Position Classification Summary

Job Class Title	Anchorage	Fairbanks	Juneau	Others	Total
Administrative Assistant	1	0	0	0	1
Administrative Clerk II	0	0	1	0	1
Administrative Clerk III	2	0	0	0	2
Asst Dir APOC	1	0	0	0	1
Exec Dir APOC	1	0	0	0	1
Paralegal II	2	0	0	0	2
Project Coord	0	0	1	0	1
Secretary	1	0	0	0	1
Totals	8	0	2	0	10